

HISTORIC DISTRICT COMMISSION

Meeting Minutes

December 13, 2010

CALL TO ORDER:

Mr. Kurt Thornton, Vice-Chairperson called the meeting to order at 4:06 p.m.

ROLL CALL:

Members Present: Dan Buscher Heather Lane-Fowler
Glen Harris Kurt Thornton
Jan Hatch Mike Troutman
Doug Sofia Susan Baldwin (City Commission Liaison)

Members Absent: None

Staff Present: Christine Hilton, Planning Supervisor
Eileen Wicklund, City Attorney
Glenn Perian, Senior Planner
Leona Parrish, Admin. Assistant

ADDITIONS / DELETIONS TO AGENDA: None

APPROVAL OF PREVIOUS MINUTES:

Mr. Kurt Thornton noted following (3) corrections:

- Page 4, 5th paragraph (out-lots) should be changed to (outlets)
- Page 4, 6th paragraph (remove word (that) before the word show)
- Page 5, 2nd paragraph, 2nd line (remove word (do) replace with (make) a motion.

MOTION WAS MADE BY MS. HEATHER LANE-FOWLER TO APPROVE THE MINUTES FROM NOVEMBER 8, 2010 MEETING WITH THE NOTED CORRECTIONS; SECONDED BY MR. DOUG SOFIA.

ALL IN FAVOR, NONE OPPOSED MOTION; MOTION CARRIED.

CORRESPONDENCE: None

OLD BUSINESS: None

NEW BUSINESS:

50 W. Jackson Street (*Application for two replacement signage for I.F.P.T.I*)

Ms. Joan Bowman, Communications Director, International Food Protection Training Institute, stated she was present here today to request approval to replace the two signs that are currently are on the Kendall Center that have their old logo; want to replace the signs with their new logo. Noted the photo submitted in their packet with their application show they will be in the same exact location but little different in size due to the dimensions of the new logo.

Mr. Glen Harris asked what material was the new sign made of; noted the report stated aluminum alloy and was not sure if that was the material or color of the sign. Ms. Bowman stated she was not sure, but would find out. Mr. Harris stated it would be fine as long as it was not plastic or wood.

Mr. Doug Sofia asked if the lettering on the new signs was flat or with raised letters. Ms. Bowman stated the signs were smooth with not raised letters.

MOTION: MADE BY MS. HEATHER LANE-FOWLER FOR APPROVAL OF A CERTIFICATE OF APPROPRIATENESS TO INSTALL THE PROPOSED TWO SIGNS AT 50 W. JACKSON STREET, AS THE REQUEST MEETS THE STANDARDS OUTLINED IN CHAPTER 1470.09 "REVIEW OF APPLICATIONS", CHAPTER 1470.17 "PRESERVATION OF HISTORIC FEATURES" AND THE SECRETARY OF THE INTERIOR'S STANDARDS AND GUIDELINES, AS OUTLINED IN THE STAFF REPORT": SUPPORTED BY MR. MIKE TROUTMAN.

ALL IN FAVOR; NONE OPPOSED; MOTION TO APPROVE PASSED.

34 W. Michigan Avenue (*Façade Improvement –Changes to previously approved application*)

Mr. Randy Case was present to ask for a change in the previously approved façade for Malia, to include an awning that had been discovered. Said when the wall had been removed they found there was still remaining underneath an old awning and an opening. Mr. Case brought with him a sample of the material they are want to use on the awning that was striped orange and brown.

Mr. Doug Sofia asked if the recess will have the same brick color. Mr. Case stated, yes.

Mr. Glen Harris asked if the brick to be used is thin brick. Mr. Case stated yes 1" brick will be used.

Mr. Case stated the new owner is anxious to move along and is now waiting for the signs to be installed.

Mayor Baldwin asked if the business name would be above the awning. Mr. Case stated yes.

MOTION: MADE BY MR. GLEN HARRIS TO APPROVE THE APPLICATION REQUEST FOR A CERTIFICATE OF APPROPRIATENESS FOR THE REVISED FAÇADE IMPROVEMENT FOR 34 W. MICHIGAN AVENUE AS IT MEETS THE STANDARDS OUTLINED IN CHAPTER 1470.09 "REVIEW OF APPLICATIONS", CHAPTER 1470.17 "PRESERVATION OF HISTORIC FEATURES" AND THE SECRETARY OF INTERIORS STANDARDS AND GUIDELINES, AS OUTLINED IN THE STAFF REPORT; SUPPORTED BY MR. DAN BUSCHER.

ALL IN FAVOR NONE OPPOSED; MOTION PASSED TO APPROVE.

Historic District By-Law Review:

Mrs. Christine Hilton referenced copy of By-laws provided and reviewed the suggested noted changes. Stated that the previous by-laws had been approved in the year 1991; there is now a few areas that need to be updated. They are as follows:

- Article II (Section 1) Deleted - The number of terms (2) a member can serve.
- Article V (Section 1) Added – Meetings may be canceled if no appeals have been received or no matters are to be heard.

- Article V (Section 4) Added – Conflict of interest provision.

Mr. Kurt Thornton stated being on the HDC as a historian; he had a question regarding the conflict of interest section that states refraining from voting; asked if he would not be allowed at times to vote, as he is interested in all historic properties personally.

Ms. Eileen Wicklund stated no, it is generally more for a closer relationship of some sort; said she will discuss with Ms. Jill Steele regarding that particular revised section in the by-laws and get back with Mr. Kurt Thornton. Ms. Wicklund explained the differences in interested in properties and needing to abstain from voting on a property, stated she will also compare with the City Commission rules. Ms. Hilton noted four persons are required to vote.

- Article VI (E) Adding Comments by the Public on Agenda Items
- Article VI (I) Added (General) to Comments by the Public

Ms. Hilton stated the Open Meetings Act calls for Public Comments section to allow for persons to speak.

- Article IX (Section 2) Regarding Comments for General Public; open meeting to the public during discussion and noted that the time period may be designated by the Chairperson.

Mayor Baldwin said there should be something that states a person cannot cede their time to speak to another person above and beyond that person's three (3) minutes.

- Article X (Section 1) Adding authorization for staff to approve minor classes of work.

Ms. Hilton stated this was added based on the Resolution approved at the November meeting that authorizes staff to review and approve minor work. (Referenced example spread sheet that would be provided on a quarterly basis to HDC members noting those approvals.)

Mr. Troutman asked what the timeline was to have the by-law revisions done. Ms. Wicklund stated the sooner the better to go ahead and prepare a draft copy for approval.

MOTION: MADE BY MR. MIKE TROUTMAN TO POSTPONE THE REVISION OF THE HISTORIC DISTRICT COMMISSION BY-LAWS UNTIL AN ORIGINAL HAS BEEN PREPARED WITH REVISIONS THAT HAVE BEEN NOTED AND DISCUSSED FOR APPROVAL; SUPPORTED BY MR. GLEN HARRIS.

ALL IN FAVOR NONE OPPOSED; MOTION PASSED TO APPROVE.

PUBLIC COMMENTS:

Ms. Joan Bowman thanked the Historic District Commission and stated she was sorry for having to come before them for the sign changes; stated she had the answers to questions regarding new signage. Noted that it is made of aluminum, sign lettering is painted on with a slightly raised copy.

COMMENTS FROM COMMISSION MEMBERS AND STAFF:

Ms. Jan Hatch stated that her term for HDC will be ending January 1, 2011, noted this will be her last meeting as she has acquired some extremely severe vision problems and will not renew her term on the commission. She stated she enjoyed being a member and had learned a lot, thanked everyone.

Mayor Baldwin stated we do have a number of appointments coming up for not only this committee, but several across the city.

Mr. Dan Buscher asked regarding elections for the HDC coming up soon. Mr. Thornton noted he is actually the Vice-Chair and had been a replacement since the vacancy of the Chairperson. It was noted the elections will be done in January, 2011 for new officers.

Mr. Kurt Thornton handed out his annual calendar for year 2011 and wished everyone a Happy Holiday.

ADJOURNMENT:

Motion made by Ms. Jan Hatch to adjourn the meeting and seconded by Mr. Doug Sofia; all in favor none opposed. Meeting was adjourned at 4:44 p.m.

Submitted by: Leona A. Parrish, Administrative Assistant, Planning Department